

**THIS IS AN UNOFFICIAL SUMMARY OF THE BOARD OF SELECTMEN MEETING.
PLEASE NOTE THE MINUTES ARE THE OFFICIAL RECORD OF THE MEETING.**

Summary of the Feb. 8, 2016 Selectmen Meeting

CALL TO ORDER

PLEDGE OF ALLEGIANCE

1. **Acceptance/Correction of minutes:** 2/1/16 public minutes
2. **Announcements:**
 - Traffic Alert re: Presidential Primary, Tuesday, February 9th
3. **Public Comment**
4. **Public Works Director Adam Jacobs re:**
 - a. Right of Way Encumbrance - #34 College Road

Director Jacobs presented the history of the retention wall at 34 College Road. The retaining wall is not visible on 2001 aerial photography. There is a 2002 work order request from property owner asking that the Town mark the right-of-way. Work order indicates a 40' ROW and that a town employee went out and marked the ROW. Director Jacobs reports that Town markings are never considered surveyed bounds. According to the property owner the retaining wall went up shortly after the area was marked. The retaining wall in the Town's ROW shows up on 2006 aerial photography. A survey of the ROW has been completed and the wall is about 8 feet into the town ROW. Director Jacobs sought direction from the Board as to whether the wall should be reset at the ROW boundary or at the end of planned sidewalk. Board concurred that it should be removed from the town ROW. The Board would like to see a couple of options for the wall with prices before a final determination on who is responsible for the cost.
 - b. CMAQ Update

Director Jacobs said this is a follow-up to an earlier discussion with the Board. Finance Director Don Borrer has submitted a memo regarding the accounting for this project. Town Administrator distributed a spreadsheet to simplify this discussion. In 2013 the voters approved a gross appropriation of \$761,400 to address the intersections of Elm/High/Main Streets and Pleasant/Main Streets. This article was funded with a CMAQ grant, impact fees and unassigned fund balance. At this time the town has completed the design phase and costs are at \$145,463.66 which can be funded by the impact fees and unassigned fund balance. The town would need to return the \$79,795.23 to CMAQ. If the Board chooses to go with the alternative option which Director Jacobs presented at an earlier meeting, then we need to speak to the auditor and have him release \$169,666.34 of the reserved fund balance to the unassigned fund balance. In 2017 the Town would budget for the revised construction project with updated numbers. At that time if the Board wishes to use unassigned fund balance, then a special article can be developed. Sel. Gross thought that was a clean and transparent way to handle the accounting for this project. He also concurs with choosing the alternative proposal to reclaim Main Street from Mountain Road to the intersection of Church St. and North Mast Rd. as it accomplishes more than just the intersections.

Sel. Gross moved, Sel. Brown seconded to return the grant money as this original project has evolved into a high cost project and the money can be better used on the alternative option. Passed: 5-0-0.

Director Jacobs stated the Board inquired about the cost for underground utilities. Eversource provided an estimate of \$1 million for this stretch. Board inquired about the cost just for Main St. and cost to move the poles behind the Main Street buildings. Director Jacobs reported he would need the utility pole numbers for Eversource to provide an estimate.
 - c. Ten Year Plan Utility/Stakeholder Meeting (2/25 @ 3 pm)

Director Jacobs provided a list of stakeholders to invite to the Ten Year Plan Utility/Stakeholder meeting scheduled for Feb 25th at 3 pm, Town Hall, Room 106. Suggestions were made to include the Budget Committee, CIP, and the School.
 - d. Joffre Street Turnaround

Director Jacobs provided a diagram for a potential turnaround easement area at the end of Joffre Street. Some members wondered if the area designated would be sufficient space for a

**THIS IS AN UNOFFICIAL SUMMARY OF THE BOARD OF SELECTMEN MEETING.
PLEASE NOTE THE MINUTES ARE THE OFFICIAL RECORD OF THE MEETING.**

Summary of the Feb. 8, 2016 Selectmen Meeting

turnaround. Board authorized Director Jacobs to attend the condo association meeting about this possibility.

e. Overnight Lodging Request for Employee Development

Director Jacobs informed the Board that Town Engineer Meghan Theriault is 1 of 16 people selected for the Primex Emerging Leaders Program which spans from February to October. A program requirement is to attend the 2 day Primex Annual Conference in Bretton Woods. He seeks the Board's authorization for Meghan to attend this overnight out-of-town conference. **Vice Chairman Lemay moved, Sel. Adams seconded to authorize the request. Passed: 5-0-0.**

f. Summer Internships

Director Jacobs submitted advertisements for three DPW summer internships; two Stormwater Interns and one Engineering Intern. **Sel. Brown moved, Vice Chairman Lemay seconded to approve the advertisements.** Town Administrator confirmed with Director Jacobs that these positions are budgeted for less than 6 months and health insurance will not be offered. **Passed: 5-0-0.**

5. **Town Administrator's Report**

a. Selectmen 2 Week Meeting Schedule

Tue. (2/9)	PRESIDENTIAL PRIMARY – Polls are open – 7:00 am to 7:00 pm		
Wed. (2/10)	6:30 pm	EDC	Room 106
Thu. (2/11)	7:00 pm	Planning Board	Room 106
Mon. (2/15)	PRESIDENT'S DAY – Town Hall Closed		
Wed. (2/17)	6:30 pm	Library Trustees	Library
Wed. (2/17)	7:00 pm	Parks & Rec. Comm.	Parks & Rec Center

b. Consensus Folder

- Employee Status Report: Dispatcher hire
- Event Permit Application: From Out of the Woods Antique Center
465 Mast Road – Antique Show – 8/7/16
- Proclamations

Sel. Gross moved, Sel. Brown seconded to approve the Consensus folder. Passed: 5-0-0.

c. Assessor's Recommendations

- Elderly Exemptions (recommended): Map 6, Lot 22-26; Map 3, Lot 37C12-107 and Map 43, Lot 29
- Solar Energy Systems Exemptions (recommended): Map 2, Lot 62-6; Map 21, Lot 111 and Map 27, Lot 21

Vice Chairman Lemay moved, Sel. Adams seconded to approve the Assessor's recommendations. Passed: 5-0-0.

d. RFP for DPW Uniform Rental and Laundering Services

Director Jacobs provided the Request for Proposal for Uniform Rental & Laundering Services. Two options are available for bidders and the term of the proposed contract is three (3) years. Town Administrator inquired if there was language to amend this agreement should there be a change in a future CBA. Sel. Gross thought that would be prudent.

Sel. Adams moved, Vice Chairman Lemay seconded to proceed with the RFP provided there is a clause allowing amendment to the agreement should it be needed by the terms of the CBA. Passed: 5-0-0.

e. 2016 Voters Guide (Draft of Town portion)

Based upon Board discussions and presentations at the Deliberative Session, a draft of the Voters Guide was presented explaining articles which will be on the official ballot. At this time Chairman Georgantas recognized the lead petitioner of Article 24, Barbara Schult. Barbara stated she would like to submit a written explanation of Article 24 for the Voters Guide. She read

**THIS IS AN UNOFFICIAL SUMMARY OF THE BOARD OF SELECTMEN MEETING.
PLEASE NOTE THE MINUTES ARE THE OFFICIAL RECORD OF THE MEETING.**

Summary of the Feb. 8, 2016 Selectmen Meeting

her statement into the record. Town Administrator asked the Board if they had any issues with the explanation, and they stated they were fine with the submission.

Town Administrator stated we are between Planners, and we do not have explanations for the zoning articles at this time. If a submission is received prior to print deadline, then it will be printed. If not, then just the zoning articles will appear.

6. Selectmen Discussion

- a. Committee Reports: Sewer Commission (see minutes)
- b. New Business: Chairman Georgantas and Vice Chairman Lemay will cover Bartlett School tomorrow. Selectmen Gross, Brown and Adams will cover Goffstown High School polls.
- c. Old Business: Board reviewed the Action Matrix, no changes at this time.

7. Public Comment: None

8. Non-Public Session:

7:23 pm Vice Chairman Lemay moved, Sel. Brown seconded to enter non-public session under RSA 91-A:3 II, (b) hiring. Roll call vote passed 5-0-0.

7:35 pm Sel. Adams moved, Vice Chairman Lemay seconded to exit non-public session. Passed: 5-0-0.

Sel. Adams moved, Vice Chairman Lemay seconded to seal the minutes of the non-public session. Roll call vote passed: 5-0-0.

Vice Chairman Lemay moved, Sel. Adams seconded to authorize two Conditional Offers of Employment to fill the 28th and 29th patrol officer positions. Passed: 5-0-0.

7:36 pm Vice Chairman Lemay moved, Sel. Adams seconded to adjourn. Passed: 5-0-0.